

Erie National Wildlife Refuge
11296 Wood Duck Lane
Guys Mills, PA 16327

Tel.: 814-789-3585 Fax: 814-789-2909

www.fws.gov/northeast/erie

Volunteer Position Title: Biological Programs Assistant

Position Objective: To assist in completing biological activities to enhance the Refuge's efforts in habitat and wildlife management.

Location/Work Environment: Work tasks may be done both in an office setting at the Refuge Headquarters, and outdoors throughout the Refuge.

Hours/Days Needed: Regular 4-8 hour shifts during the Monday – Friday, 8:30am-6:00pm work day. Field work is primarily done April through October.

Duties: May include monitoring wildlife populations according to an established protocol, analyzing biological data, monitoring vegetation communities, and helping to control invasive plants. Depending on the volunteer's experience with computers, other tasks such as data input, or mapping may be negotiated.

Skills/Abilities/Previous Experience Needed:

- Ability to follow directions and/or established protocols
- Ability to work independently, or with a group
- Possession of the driver's license
- Willingness to take (and pass) a defensive driving course (on the Refuge)
- Ability to walk on uneven terrain
- Ability to carry up to 10 pounds of equipment
- Willingness to work out of doors in inclement weather, and with insects
- Ability to distinguish and avoid noxious plants

Knowledge of birds or plants is helpful

Skill in using computers is a plus, but is not required

Willingness to take (and pass) any required computer security courses if used

Misc. Information: Dress in the office is casual business attire. Field work requires sturdy walking shoes, long pants, long sleeved shirt, hat, day pack, sunscreen, and bug repellent.

Supervisor: Wildlife Biologist, Norma Kline.

Contact Person for More Information, or to Apply: Deputy Refuge Manager, Patty Nagel.